

**ELK TOWNSHIP
COMMITTEE WORK SESSION MINUTES
March 17, 2020**

The work session of the Elk Township Committee was held on the above date in the Municipal Building. The meeting was called to order by Mayor Sammons at 7:02PM.

The Open Public Meeting Notice was read.
The Salute to the Flag was recited.

Present were: Mrs. Nicholson, Mr. Poisker, Mr. Rambo, Mayor Sammons, Mr. Considine, CFO, and Mrs. Pine, Township Clerk, Mr. Hollywood, arrived at 7:06PM.

Approval of minutes of March 5, 2020 Regular Meeting

Motion by Mrs. Nicholson, seconded by Mr. Poisker to approve the minutes of the March 5, 2020 Regular Meeting, all were in favor motion carried.

PUBLIC PORTION on Agenda Items only.

Motion by Mr. Poisker to open the meeting to the public, seconded by Mrs. Nicholson, all were in favor, motion carried.

Mayor Sammons asked if anyone had any questions on agenda items to come forward at this time.

No one came forward.

Motion by Mrs. Nicholson to close the public portion, seconded by Mr. Poisker, all were in favor, motion carried.

ORDINANCES:

O –1– 2020 – Amending Chapter 79 Entitled “Property Maintenance” of the Code of the Township of Elk-

PUBLIC HEARING

Motion by Mr. Poisker, seconded by Mrs. Nicholson to open the public portion, all were in favor, motion carried.

Mayor Sammons invited the public to come forward if they have any questions concerning the Ordinance. No one came forward.

Motion by Mrs. Nicholson, seconded by Mr. Poisker to close the public portion, all were in favor, motion carried.

Motion by Mr. Rambo, seconded by Mrs. Nicholson to adopt Ordinance O-1-2020, upon roll call motion carried.

Roll Call:	Mrs. Nicholson	Yes
	Mr. Poisker	Yes
	Mr. Rambo	Yes
	Mayor Sammons	Yes

O – 3 – 2020 – Calendar Year 2020 – Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a CAP Bank (N.J.S.A. 40A:4-45.14) **TITLE ONLY**

Motion by Mr. Poisker to approve Ordinance O-3-2020, seconded by Mrs. Nicholson, upon roll call motion carried.

Roll Call:	Mrs. Nicholson	Yes
	Mr. Poisker	Yes
	Mr. Rambo	Yes
	Mayor Sammons	Yes

RESOLUTIONS:

R-46-2020 – Adopting Technology Risk Management Standards in Compliance with the New Jersey Municipal Excess Liability Joint Insurance Fund’s Cyber Risk Management Plan’s Tier Two Requirements

Motion by Mr. Poisker, seconded by Mrs. Nicholson to adopt and approve said Resolution, upon roll call motion carried.

Roll Call:	Mrs. Nicholson	Yes
	Mr. Poisker	Yes
	Mr. Rambo	Yes
	Mayor Sammons	Yes

Mr. Hollywood arrived at 7:06PM.

R-47-2020 – Introduction of the 2020 Elk Township Municipal Budget

Motion by Mr. Poisker, seconded by Mrs. Nicholson to adopt and approve said Resolution, upon roll call motion carried.

Roll Call:	Mr. Hollywood	Yes
	Mrs. Nicholson	Yes
	Mr. Poisker	Yes
	Mr. Rambo	Yes
	Mayor Sammons	Yes

R-48-2020 – Endorsing the Submission of the Prior Fiscal Year of 2019 Recycling Tonnage Grant Application to the New Jersey Department of Environmental Protection

Motion by Mr. Poisker, seconded by Mrs. Nicholson to adopt and approve said Resolution, upon roll call motion carried.

Roll Call:	Mr. Hollywood	Yes
	Mrs. Nicholson	Yes
	Mr. Poisker	Yes
	Mr. Rambo	Yes
	Mayor Sammons	Yes

GLOUCESTER COUNTY REPRESENTATIVE – James Schmidt was present to help assist with any questions or concerns for the County. Mr. Schmidt stated the County Emergency Operation center is up and running to deal with the COVID 19 crisis. Local OEM Coordinators are filtering information to the county.

Fire Inspections that are conducted by the County have been temporarily suspended. Staff is still working to deal with life hazard issues.

PURSUANT TO RESOLUTION R-26-2020
THERE IS A TIME LIMIT OF 3 MINUTES PER PERSON DURING THE PUBLIC PORTION

PUBLIC PORTION:

Motion by Mr. Hollywood to open the meeting to the public, seconded by Mr. Poisker, all were in favor, motion carried.

Mayor Sammons asked if anyone had any questions or comments or an issue they would like to bring to the township committees attention to come forward at this time.

No one came forward.

Motion by Mrs. Nicholson to close the public portion, seconded by Mr. Poisker, all were in favor, motion carried.

PAY BILLS:

Motion by Mr. Rambo to Pay the Bills, seconded by Mr. Poisker, upon roll call motion was carried.

Roll Call:	Mr. Hollywood	Yes
	Mrs. Nicholson	Yes
	Mr. Poisker	Yes
	Mr. Rambo	Yes
	Mayor Sammons	Yes

Mrs. Nicholson stated that if there are any expenses associated with the COVID 19 situation, the expense needs to be reported to OEM for possible reimbursement. The President will need to declare a state of emergency to receive reimbursement. Kevin Keen is the OEM for Elk Township and all information will go to him for posting.

Mr. Considine stated going forward and to comply with OPMA we are going to need to have some sort of teleconferencing unit for allowing the public to participate in a meeting. MAX Communications will be contacted for advisement.

The Township received a letter from the NJ DOT stating we have been selected to receive funding under the NJ DOT 2020 Local Freight Impact Fund Program for the resurfacing and safety improvements to Jacob Harris Lane in the amount of \$625,000.00.

A MEL Bulletin was received and in accordance with the Governor Murphy's Executive Order 104, signed on March 16, 2020, they are strongly recommending all parks and playgrounds and any areas that encourage social gathering be closed to the public until further notice. Walking trails can remain open. Committee would like signs to be posted notifying the public that no more than 10 people are to congregate in public areas.

The municipal building is closed to the public out of concern for the employees and public. All payments are to be dropped in the drop box.

Motion by Mrs. Nicholson to adjourn, seconded by Mr. Poisker, all were in favor, the meeting was adjourned at 7:30PM.

Respectfully Submitted,

Debora R. Pine, RMC, CMC
Township Clerk